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Department of Defense INSTRUCTION

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April 24, 1996
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USD(A&T)

SUBJECT: Environmental Education, Training and Career Development

- References:
- (a) Section 328 of Public Law 103-337, "National Defense Authorization Act for Fiscal Year 1994, October 5, 1994," referred to in 10 U.S.C. 2701 note
 - (b) DoD Directive 4175.1, "Environmental Security," February 24, 1996
 - (c) DoD Directive 1430.4, "Civilian Employee Training," January 30, 1985
 - (d) DoD Directive 1430.2, "Civilian Career Management," June 13, 1981
 - (e) DoD Directive 5000.52, "Defense Acquisition Education, Training, and Career Development Program," October 25, 1991
 - (f) Secretary of Defense Memorandum, "Comprehensive Pollution Prevention Strategy," August 11, 1994.

A. PURPOSE

This Instruction implements policy, assigns responsibilities, and prescribes procedures to ensure effective and efficient environmental education, training, and career development programs for DoD personnel.

B. APPLICABILITY AND SCOPE

This Instruction applies to:

1. The Office of the Secretary of Defense; the Military Departments, including the Coast Guard when it is operating as a Military Service in the Navy; the Chairman of the Joint Chiefs of Staff; the Unified Combatant Commands; the Inspector General of the Department of Defense; and the Defense Agencies (hereafter referred to collectively as "the DoD Components").
2. The education, training and career development of military and civilian personnel with environmental responsibilities within the Department of Defense. This includes environmental support functions performed by other professional and technical staff. For more detail, see the definitions section.

C. DEFINITIONS

Terms used in this Instruction are defined in enclosure 1.

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D. POLICY

It is DoD policy to:

1. Establish a highly qualified, well-trained cadre of environmental professionals, and an environmentally-cognizant DoD workforce. Secure the necessary environmental training and awareness to military and civilian personnel, worldwide, to ensure they can successfully fulfill their environmental duties and responsibilities. Promote the certification of professionals and technicians in their disciplines and specialties. Encourage attendance at continuing education programs, membership in professional organizations, and active committee membership and participation.
2. Ensure all DoD personnel, receive appropriate environmental awareness training. Ensure environmental training modules are incorporated into curricula at joint Service and Service schools and technical training centers, and DoD Dependent Schools.
3. Fund all mandatory environmental training requirements in Federal laws and regulations, overseas DoD Final Governing Standards, and Overseas Environmental Baseline Guidance Document (OEBGD) requirements. Develop approaches to promote funding of all explicit and implicit requirements through the most effective and efficient means.
4. Establish and maintain an integrated DoD-wide environmental security school system comprised of existing military education and training facilities, worldwide, serving as centers of environmental training excellence. Develop a school system establishing cooperative partnerships with academic institutions and other appropriate sources, offering effective and efficient environmental education and training on the regional, national, and international basis.
5. Direct the incorporation of environmental subject matter into acquisition courses.
6. Ensure that all non-environmental managerial functional areas receive appropriate environmental education, training, or awareness for their activities and responsibilities. Particular emphasis should be given to installation commanders, acquisition, and financial management and contract communities.
7. Use the most effective and efficient sources, methods, and technologies to provide environmental education, training, and career management, to include use of academia, private sector, and distributive training, where appropriate.
8. Encourage development and use of inter-Service, interagency, and international environmental education, training and career development partnerships, which promotes the leveraging of resources. Develop cooperative environmental education, training and career development programs with Federal, State, Tribal and local agencies, foreign governments and academic institutions, United States academic institutions, private organizations and agencies, and professional societies.

9. Ensure all DoD environmental personnel have effective career development programs to include progression levels, such as intern, specialist, intermediate and management levels; an inter-Service referral system, and inter-Service, interagency and international environmental security-related developmental assignments.

E. RESPONSIBILITIES

1. The Under Secretary of Defense for Acquisition and Technology, through the Deputy Under Secretary of Defense for Environmental Security, shall:

a. Establish and conduct an education and training program for members of the Armed Forces and DoD civilian employees whose responsibilities include planning or executing the environmental security mission, as authorized in Section 328 of Public Law 103-337, 10 U.S.C. 2701 note (reference (a)).

b. In cooperation and coordination with the Under Secretary of Defense for Personnel and Readiness (USD(P&R)), Military Services, Defense Logistics Agency, and Defense Nuclear Agency, monitor the adequacy of the integration and effectiveness of the DoD Component's environmental education, training, and career development programs. Develop education, training and career development policy and program guidance consistent with and in support of DoD Directive 4175.1 (reference (b)), DoD Directive 1430.4 (reference (c)), DoD Directive 1430.2 (reference (d)), and DoD Directive 5000.52 (reference (e)).

c. Provide direction and oversight of DoD environmental education, training, and career development programs, related information management systems, and identification of:

(1) Environmental security workforce and its duties and responsibilities, worldwide.

(2) Appropriate Federal mandatory training to meet these duties and responsibilities.

d. Designate Chair to the Defense Environmental Security Education, Training and Career Development Committee (DESETCDC), and representative(s) to the Inter-Service Environmental Education Review Board (ISEERB), acquisition education-related functional boards, and interagency and international environmental security education and training-related councils, committees, and work groups.

e. Consult with other Federal Agencies, foreign governments, and academic institutions on environmental education, training and career development programs to improve overall effectiveness and efficiency and to avoid duplication in education and training.

f. Coordinate with the Director, Defense Security Assistance Agency, to ensure appropriate environmental education and training is made available, through security assistance, to foreign military and civilian personnel, including government officials.

- g. Coordinate with the Inter-Service Training Review Organization (ITRO) to evaluate environmental training programs, and facilitate consolidation, collocation of training, and establishing cooperative inter-Service environmental training programs, as appropriate. Encourage the use of Inter-Service Support Agreements and Memoranda of Understanding to integrate the DoD Components education, training, and career development programs, worldwide.
 - h. Designate representatives, as required, to DoD, interagency and/or international environmental education, training, and career development-related councils, committees, boards, or work groups.
 - i. Assist the Deputy Under Secretary of Defense for Acquisition Reform in integrating environmental training requirements into acquisition education, training, and career development programs. Coordinate implementation of the DoD Comprehensive Pollution Prevention Strategy, reference (f), with the Deputy Under Secretary Defense for Acquisition Reform.
 - j. Identify and incorporate environmental education, training, and career development data and related information management requirements into the Defense Environmental Security Corporate Information Management System (DESCIM), in coordination with the USD(P&R), DESETCDC, and the ISEERB.
 - k. Oversee the DESETCDC, and established subcommittees and work groups, as necessary to implement this Instruction. Monitor the activities of the ISEERB and recommend actions to implement this Instruction.
 - l. Monitor policy development and management oversight of the Environmental Scholarship, Fellowship, and Grants Program to ensure the DoD's environmental education, training and/or retraining needs are being met in the most effective and efficient manner.
 - m. Ensure military and civilian career development programs for non-environmental personnel include appropriate environmental awareness training, to support the achievement of DoD's Environmental Security program goals, objectives, and strategies.
 - n. Support career development opportunities to include the participation in personnel exchange activities, as provided through cooperative agreements with other federal departments and agencies, and foreign governments.
2. The Under Secretary of Defense for Acquisition and Technology, through the Deputy Under Secretary of Defense for Acquisition Reform, shall support the integration of environmental training modules into acquisition education, training, and career development programs consistent with established policies and executive direction.
 3. The Under Secretary of Defense for Personnel and Readiness, through the Assistant Secretary of Defense for Force Management Policy, shall provide policy and program guidance in the development of environmental education, training and career development.

4. The Secretaries of the Military Departments and the Directors of Defense Agencies, under OSD Principal Staff Assistants and those that report directly to the Secretary or Deputy Secretary of Defense, shall:

- a. Ensure compliance with this Instruction.
- b. Ensure their military (active, reserve forces) personnel and civilian personnel with environmental duties and responsibilities within the United States and its territories and overseas are provided educated and trained personnel to accomplish the Environmental Security mission.
- c. Conduct and update, as necessary, appropriate environmental training needs evaluations, identify and quantify military and civilian personnel and their specific training needs, and prepare training plans and budgetary documents.
- d. Promote the integration of the DoD Components' environmental education and training programs to improve effectiveness and efficiency.
- e. Ensure that overseas environmental personnel complete the necessary training on applicable international environmental security program policies, program guidance, and training requirements (i.e. OEBGD; final governing standards; applicability of U.S. environmental laws and regulations overseas).
- f. Prepare and update, as necessary, comprehensive education, training, and career development program policies, guidance, and plans, addressing new Federally-mandated training requirements and updated DoD environmental security policies, program priorities, and budget guidance.

F. PROCEDURES

The Heads of the DoD Components shall:

1. Establish procedures to ensure environmental military and civilian personnel are adequately trained and have career advancement opportunities.
2. Ensure appropriate funding is requested for environmental, safety and occupational health personnel to complete environmental-related Federal mandatory training requirements, including refresher training needs, and realign environmental security budgets to fully address education, training, and certification requirements of environmental managerial and technical personnel. Enclosure 2 provides a partial listing of environmental security-related Federally-mandated training requirements.
3. Leverage environmental education and training resources, including funding, instructors, technical expertise, instructional materials, technologies, facilities, and equipment among the DoD Components; other Federal departments and agencies; host nations; U.S. and foreign

institutions; State; Tribal and local agencies; labor unions; private industry and organizations; and professional societies. Use inter-Service support agreements, and Memoranda of Understanding and Agreements, to facilitate development and implementation of effective and efficient environmental education, training, and awareness programs.

4. Ensure environmental security personnel have completed the mandatory and implicit environmental training requirements set forth in Federal laws and regulations, and DoD final governing standards and OEBGD requirements. Ensure education and training are accomplished to support installation's environmental programs, including unique needs of that installation (e.g. issues of hazardous waste disposal, hazardous materials management, water and air quality management, pollution prevention, natural and cultural resources management, pest management, etc.). New hire civilian pesticide applicator position descriptions should note that State certification is desired.
5. Ensure in all cases an employee requiring a Federal or state certification is trained and certified within two years of employment. A DoD approved training program will be implemented in host nations where certification programs are not in place. Contractors on DoD installations performing work requiring certification shall be certified as required by Federal or state regulations, or international agreements or the term of their contract.
6. Apply innovative education and training tools, methodologies, and technology developments in carrying out environmental education, training, and awareness programs, including satellite distance learning, interactive computer-based training, video-based training, mobile training teams, and train-the-trainer programs.
7. Evaluate the effectiveness and efficiency of education and training programs reporting to the Deputy Under Secretary of Defense for Environmental Security during scheduled program reviews.
8. Coordinate with the acquisition and public affairs community to increase the awareness of the Department's environmental security mission, programs and responsibilities at the installation or activity level.

G. EFFECTIVE DATE

This Instruction is effective immediately.

Paul G. Kaminski
Paul G. Kaminski
Under Secretary of Defense
(Acquisition and Technology)

Apr 24, 96
4715.10

Enclosures - 2

1. Definitions
2. Partial Listing of Environmental Security-Related Federal Mandated Training

DEFINITIONS

1. Environmental Security. The environmental security program enhances readiness by institutionalizing DoD's environmental awareness, making it an integral part of the Department's daily activities. Environmental Security programs include cleanup, compliance, conservation, pollution prevention, pest management, water/wastewater treatment, solid waste facility operations, explosive safety, environmental security technology and international environmental activities. For the purpose of this Instruction, safety and occupational health is not included in the definition of environmental security. See DoD Directive 4175.1, reference (b) for a comprehensive definition of Environmental Security.

2. Environmental Education. Formal academic education offered at accredited institutions of higher learning and DoD schools in the various environmental security subject areas, to include Professional Continuing Education (PCE). Education normally oriented toward developing measurable competence in applying environmental concepts and principles. Education normally includes a series of related courses taken over an extended period of time.

3. Environmental Training. Formal or informal instruction in one or more environmental security program areas, including cleanup, compliance, conservation, pollution prevention, and pest management. Methods used include workshops, seminars, conferences, symposia, training courses, interactive models, satellite and video tele-training, correspondence courses, training support packages including video-based products or other distributive products or materials. Environmental security training is normally oriented towards teaching measurable competence in performance of specific environmental security skills. It is targeted towards any DoD employee who must perform environmental security duties and tasks, regardless of their job or position.

4. Environmental Security Awareness. Information and products used to enlighten individuals or groups on environmental security issues, responsibilities, duties, or requirements. Environmental security awareness programs are normally designed for persons who must perform their normal jobs in an environmentally sound manner. They may or may not be assigned the responsibility for any specific environmental duties or tasks.

5. Explicit Training Requirement. Training specified by environmental laws or implementing regulations to prepare military and civilian employees to perform with a level of competency sufficient to be in compliance with existing environmental laws and regulations.

6. Certifications for Environmental Security Personnel: The term "certification", as used in this Instruction, refers to any of the following, as appropriate to the topic, regulatory requirement, or job position. The uses of the term listed here are not mutually exclusive, i.e. more than one may apply in a particular situation.

- a. Requirement for personnel to be trained by a source and curriculum certified by a regulatory agency (e.g., asbestos operations).
- b. Requirement for an employer to certify that an individual has been trained in a particular topic (e.g., hazardous waste managers).

- c. Requirement for a training source or a regulatory authority to certify that an individual has achieved a measurable standard of performance (e.g., restricted pesticide applicators).
- d. Certification by an academic institution, a professional society, or a regulatory authority (i.e., a state) that a person has achieved a level of expertise in a particular discipline or area of competence (e.g., Professional Engineer license).

Environmental security personnel required to have Federal or State certifications prior to performed regulated activities. Examples include hazardous waste operators, first responders, pesticide applicators, and asbestos workers.

- 7. Implicit Training Requirements. Training not specified by environmental law or regulation but, without having received this training, it would be improbable that a DoD military or civilian person could perform their environmental security job with sufficient competence.

PARTIAL LISTING OF ENVIRONMENTAL-RELATED FEDERALLY-MANDATED
TRAINING REQUIREMENTS

<u>SUBJECT</u>	<u>FEDERAL ENVIRONMENTAL LAWS & REGULATIONS</u>
Pesticide Applicator Certification	Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), 40 CFR Part 171.9
Hazardous Waste Operations	Occupational Safety and Health Act (OSHA), 29 CFR Part 1910.120(e)
Emergency Spill Response	OSHA, 29 CFR Part 1910.120(q)
TSD Facility	OSHA, 29 CFR Part 1910.120(p)
Hazard Communication	OSHA, 29 CFR Part 1910.1200
RCRA Generator	Resource Conservation and Recovery Act 40 CFR Part 264.16/265.16
Asbestos	Toxic Substance Control Act 40 CFR Part 763.92
Hazardous Materials Transportation	Hazardous Materials Transportation Act 49 CFR Parts 172.700-704
Ozone Depleting Substances (Refrigerant Technician)	Clean Air Act 40 CFR Part 82.101
Municipal Incinerators (Shift Operators)	Clean Air Act 40 CFR Part 60.E.a
Natural Resources Management	Sikes Act
Cultural Resources Management	National Historic Preservation Act

(The Department of Defense, as well as the Military Services and Defense Logistics Agency will maintain current lists of appropriate environmental security-related Federal mandatory training requirements for program planning, programming, budgeting, and evaluation purposes.)